

**Key Health Indicators Committee Meeting**  
**DRAFT MINUTES**  
**Monday, May 10, 2004**  
**10:00am – 3:00pm**  
Wyndham Hotel, SeaTac, WA

**Next Meeting Date / Time:** TBA  
**Routine Meeting Place:** Wyndham Hotel, SeaTac, WA  
**Co-Chairs:** Ward Hinds, Snohomish Health District  
Jude VanBuren, DOH

**Members Present:** Barbara Andrews, Joan Brewster, Carrie McLachlan, Riley Peters, Suzanne Plemmons, Katherine Sanders, Katrina Wynkoop  
Simmons, David Solet, Christie Spice, Art Starry, Juliet VanEenwyk, Lyndia Vold

**Members Absent:** Bobbie Berkowitz, Marie Flake, Maxine Hayes, Josh Jones, Heidi Keller

**Staff:** Donna Russell, DOH

AGENDA			SUMMARY
Time	Topic	Presenter/ Facilitator	Discussion, Actions, Follow-up, Comments
10:00	Welcome & Introductions		
10:15	Update from Report Card Workgroup	Carrie McLachlan, David Solet, Art Starry	<u>Actions:</u> <ul style="list-style-type: none"> <li>Approved the proposed audiences (public health policy makers/legislators and people who initiate change within communities and the state) for the report card and action guide website</li> <li>Approved using sub-indicators that will role up into single grades for the main indicators</li> <li>Approved the following sub-indicators for measuring Healthy Child Development: Percent of families that eat dinner together; percent of pregnancies that were unintended; number of children referred for abuse/neglect; and requesting the addition of a BRFSS question that asks households with young children (ages 3-5) if they are reading to them at home.</li> <li>Approved a grading system that will show a (+) after the letter grade to indicate a trend over time in the right direction and a (-) after the letter grade to indicate a trend over time in the wrong direction.</li> <li>Approved the addition of categories related to safe and supportive communities, safe and supportive families, a supportive health care system, and, within the behaviors category, adding a sub-category for overweight adults and youth.</li> <li>Approved the re-ordering of the big categories as follows: general health, surroundings, communities, health system, families, and behaviors.</li> <li>Approved the addition of new sub-indicators (percent of children without health insurance, percent of youth smokers (10<sup>th</sup> grade), percent of women who smoked during pregnancy, percent of students who are active (10<sup>th</sup> grade), percent of students who are overweight (10<sup>th</sup> grade), percent of adults who are obese, percent of adults who drink more than 2 drinks per day (chronic drinking), percent of youth who drink alcohol (10<sup>th</sup> grade).</li> <li>Approved breaking out indicators such as 'safe drinking water' into its sub-indicator measures.</li> </ul>
	BRFSS Discussion		

			<p><u>Follow-up:</u></p> <ul style="list-style-type: none"> <li>Requested the Workgroup re-work the format so that there are only 3 columns: the health-related question, the impact, the grade.</li> <li>Requested the Workgroup develop an additional 1 or 2 expanded versions of the report card, providing information on the sub-indicators and the grading system</li> <li>Requested the Workgroup bring to the next meeting a full description of what will be considered as statistically significant disparities for grading purposes</li> <li>Requested a new draft of the report card to present to the PHIP Steering Committee meeting in June.</li> <li>Requested Juliet and David to begin process for adding BRFSS question that asks households with young children if they are reading to them, as one indicator of healthy child development.</li> </ul>
12:00	LUNCH		
12:30	Update from the Action Guide Workgroup	Riley Peters, Christie Spice, Lyndia Vold	<p><u>Action:</u></p> <ul style="list-style-type: none"> <li>Approved the proposed audiences (public health policy makers/legislators and people who initiate change within communities and the state) for the report card and action guide website</li> <li>Approved the Workgroup's recommendations to develop a web-based resource to support the Report Card, including data and links to evidence-based interventions and strategic policies</li> <li>Approved adding a standing agenda item to every KHI Committee meeting to consider nominations/updates to the links on the website</li> </ul> <p><u>Follow-up:</u></p> <ul style="list-style-type: none"> <li>Requested the Workgroup add an evaluation component for the website</li> <li>Requested PDF pages be available through the website</li> <li>Request an example of the Action Guide webpage to present to the PHIP Steering Committee meeting in June.</li> <li>Request Workgroup do market research (led by Heidi Keller) to determine the desire for county-level data before adding county data to the website.</li> <li>Request Workgroup to make a presentation to the DOH Program Management Team and solicit nominations for appropriate evidence-based links for the website.</li> </ul>
1:30	Timeline for Report Card/Action Guide Development	Jude VanBuren	<p><u>Timeline:</u></p> <ul style="list-style-type: none"> <li>September - Recommendations to Steering Committee for approval</li> <li>November/December - Report Card w/grades to editor for inclusion in Report</li> <li>Summer 2005 - Website up and running</li> </ul>
2:00	<b>BREAK</b>		
2:15	Preparation for PHIP Steering Committee	Ward Hinds	<p><u>Discussion:</u></p> <ul style="list-style-type: none"> <li>Potential policy questions/issues for Steering Committee discussion include:</li> <li>Resources to support data collection for report card (e.g., BRFSS questions)</li> <li>Marketing/publicity campaign to promote report card and website</li> <li>Phase-in of county-level data on website pending market research results</li> </ul>
2:45	Schedule future meetings	Ward Hinds	<p><u>Action:</u></p> <ul style="list-style-type: none"> <li>Request for a meeting in late July or early August</li> </ul>
3:00	Adjourn		